



ENGINEERING DEPARTMENT

Plan Review Division



ENGINEERING TARGET TURN-AROUND

Target Turn-around times are calculated from the actual submittal date.
Expedited plan reviews must have prior approval from the City Engineer
Expedited review is DOUBLE the plan review fees for half the review time.

All quoted review times indicate the City review time from the date of application submittal, or re-submittal for Admin Review and from date review fees are paid, to the date of City staff review comments or approval for Substantive Review.

Application Type	Administrative Completeness	Substantive Review	
		1 st Review	Subsequent Review
Construction Documents	8	20	15
Mass Grading	8	10	10
Amendment & Extensions	8	10	10
Dry Utilities	-	5	5
As-built	-	10	10
Miscellaneous (Floodplain Determinations, Sewer Capacity Letters, etc)	-	5	5
ROW & Easement Dedications/Abandonments	-	Varies*	Varies*

** ROW & Easement Dedications/Abandonments review times can vary significantly depending on submittal complexity. Contact City Real Estate Coordinator prior to submittal (623) 882-7979*

Notes

- *Administrative Completeness and Substantive Review are measured in working days*
- *The day fees are paid on a project and routed to begin review or is moved from administrative review to substantive review is not counted as a review day.*
- *Holidays and weekends are not counted as a review day.*
- *Typically 5 business days in a week.*
- *Expedited review times may not be attainable for large plan sets.*
- *Coordinate with the Engineering Plan review division to discuss the feasibility and benefit of an expedited review prior to selecting that path and paying fees.*